

# AUTHORITY

## Statutory Authority

These rules are published in accordance with the provisions of Rhode Island General Law 36 3-5 entitled "Powers and Duties of Administrator."

### A. Applicability:

These rules apply to all employees in Rhode Island State Government, unless specifically exempt by statute or not authorized by a respective governing body.

#### Branch of Service Governing Body

Classified	Exec. Branch Governor and Personnel
Unclassified	Administrator
Nonclassified	Unclassified Pay Board
	Board of Governors

B. Agency heads are responsible for the application of these rules within their agency and shall ensure that all employees comply with the provisions of these rules.

C. These rules shall not be construed as limiting in any way the power and authority of any agency head to make rules governing the conduct of departmental employees and the performance of departmental functions, provided that such departmental rules shall be consistent with and limited by the provisions of these rules. In cases of conflict between these rules and agency rules, State Personnel Rules shall prevail.

D. Collective Bargaining Agreements - These rules will not be interpreted to conflict with the provisions of existing collective bargaining agreements.

## Management Authority:

Agency heads are responsible for organizing their agency's work and have the authority to determine the need for creation of positions and in recommending to the Office of

Personnel Administration appropriate job specifications. The agency is responsible for creation and maintenance of job specifications for all positions in their department to insure job relatedness. The Office of Personnel Administration will review proposed specifications and properly assign classifications. The agency head may delegate authority to designated representatives for purpose of administering any portion of these rules.

### Availability:

Each employee has the right to examine these rules. A copy is available for inspection in the State Office of Personnel Administration, the Office of the Secretary of State, and every agency.